

**\*PLEASE NOTE: Since the Glendale City Council does not take formal action at the Workshops, Workshop minutes are not approved by the City Council.**



**MINUTES OF THE  
GLENDALE CITY COUNCIL WORKSHOP SESSION  
Council Chambers – Workshop Room  
5850 West Glendale Avenue  
June 5, 2012  
1:30 p.m.**

**PRESENT:** Mayor Elaine M. Scruggs, Vice Mayor Steven E. Frate and Councilmembers Joyce V. Clark, Yvonne J. Knaack, H. Phillip Lieberman, and Manuel D. Martinez,

**ABSENT:** Councilmember Norma S. Alvarez

**ALSO PRESENT:** Ed Beasley, City Manager; Horatio Skeete, Assistant City Manager; Craig Tindall, City Attorney; and Pamela Hanna, City Clerk

**1. CITY COUNCIL GUIDELINES ITEM: COUNCIL COMMITTEES**

**Presented by:** Mayor and Council

Pursuant to City Council Guidelines, this is a request for Council to discuss and appoint membership to standing Council committees for Fiscal Year 2012-13.

Mayor and Council adopted the City Council Guidelines at the May 26, 2009 Council meeting. The Guidelines state that at the first workshop in June of each year, Council will appoint membership to standing Council committees for the following fiscal year. The Mayor will ask the Councilmembers to indicate on which committee they wish to serve.

Each committee will be comprised of three members. The members of each committee will select their own chairperson at their first committee meeting. Councilmembers may not serve as Chairperson of more than one committee at a time unless the number of committees is greater than the number of Councilmembers. In that case, the limit is two chairmanships.

If new Councilmembers are seated prior to the annual selection of committee membership, the new Councilmembers will fill vacant committee positions for the remainder of the one-year term.

The recommendation is to discuss and appoint members to standing Council committees for FY 2012-13.

Councilmembers Knaack and Vice Mayor Frate advised they would like to retain their positions on the Sustainability Committee. Councilmembers Martinez and Lieberman stated they would like to retain their positions on the Government Services Committee.

Mayor Scruggs asked if Councilmember Alvarez was on the Sustainability Committee now. Councilmember Knaack advised Mayor Scruggs that Councilmember Alvarez had not attended a meeting for about a year and was not sure what her position was. Vice Mayor Frate said she attended one meeting in twelve months and may have sent a representative, but has not personally attended and he did not know her status.

Mayor Scruggs asked what the Sustainability Committee was doing and if it was needed. Councilmember Knaack said they have discussed changing the format of that committee and possibly going to a quarterly meeting, if necessary. Mayor Scruggs asked how they conducted business since there were just two on the committee, did that then require they both agree. Councilmember Knaack answered affirmatively. Mayor Scruggs asked if they wanted to keep the committee in place Councilmember Knaack and Vice Mayor Frate both advised they would like to keep the committee in place, but would like people to attend.

Mayor Scruggs commented that when Vice Mayor Frate left office, it would present the opportunity to have somebody new on the committee. She continued that everything would stay the same, with no changes to any of the committees.

## 2. CITY COUNCIL GUIDELINES ITEM: VICE MAYOR APPOINTMENT

Presented by: Mayor and Council

Pursuant to City Council Guidelines, this is a request for Council to discuss and consider the appointment of a Vice Mayor for Fiscal Year 2012-13.

Mayor and Council adopted the City Council Guidelines at the May 26, 2009 Council meeting. The Guidelines state that at the first workshop in June of each year, Council will consider the appointment of a Vice Mayor for the following fiscal year.

Nominations for Vice Mayor will be discussed by Council. If nominations are indicated by Councilmembers at this workshop, a formal nomination and selection process will be placed on the agenda for the next regular Council meeting.

The recommendation is to discuss and consider the appointment of a Vice Mayor for Fiscal Year 2012-13.

Mayor Scruggs opened the discussion of the appointment of a Vice Mayor. Councilmember Martinez nominated Vice Mayor Frate to continue as Vice Mayor until the end of his term. Councilmember Lieberman nominated Councilmember Clark to be Vice Mayor until the end of her term or continuing after the election. Mayor Scruggs asked for clarification from Councilmember Lieberman on his nomination. Councilmember Lieberman clarified he

nominated Councilmember Clark to be Vice Mayor until the end of her term or continuing if she is reelected.

Councilmember Knaack said she would like to see Vice Mayor Frate stay in the position until he leaves and when the new Council is seated, they can choose a new Vice Mayor at that time with the new members. She said he has done an admirable job, has his stationery in place and it would be a good transition for the Council for him to stay in place for the next six months.

Councilmember Clark stated that she appreciated Councilmember Lieberman's nomination for the position of Vice Mayor, but she felt it made more sense to keep Vice Mayor Frate in place until the end of his term, so she declined.

Mayor Scruggs said post the meeting for next week. She asked if you had to post anything if there was just one name. Craig Tindall, City Attorney, said the nomination is posted for the next meeting. He continued that the discussion is taking place now and the nomination actually occurs at the next meeting. It will be posted without a name and the nomination would occur at the meeting.

#### ADJOURNMENT

The meeting was adjourned at 1:45 p.m.